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SECURITY INFORMATION

TRG

Executive Assistant to DCI

13 February 1953

Director of Training

Weekly Summary Report

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On 2 February, at a meeting attended by [REDACTED]

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I&S, the cover of [REDACTED] was discussed and a few corrections were made at the suggestion of [REDACTED].

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On 4 February, another meeting was held with the same group and [REDACTED] and the problems which had come up in the previous meeting were discussed further and clarified. With the exception of some minor details, [REDACTED] has been accepted by I&S.

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On 5 February, a meeting was held with personnel of the Office of Communications to discuss communications problems of this project. [REDACTED] of that Office was selected to handle all communication for project [REDACTED]. That Office will send communication equipment to the project site by 2 March 1953.

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4. The [] (Training Headquarters) move was successfully completed on Saturday, 7 February 1953, with the transfer of the necessary safes into the office vault.

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5. During the past week, the Chief, Training Development Staff and [] conducted a 4-day conference with the instructor group responsible for the [] Operations Course. Final drafts of instructional material proposed by them were reviewed, and suggestions for modification, amendments, and additions were offered; and a mutually acceptable concept of the scope, purpose, format, and treatment of the strategic surveys was arrived at.

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6. [] Course #15 began on Monday, 9 February 1953, with thirteen full-time students.

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7. Basic classes in French, German, Italian and Spanish began on Monday, 9 February 1953. A class in Elementary German Reading began on Wednesday, 11 February 1953. These classes are semi-intensive and will continue for 16 weeks.

8. A general presentation of the Human Resources Program was given at the top staff meeting of TSS - [] and 15 division chiefs and equivalent staff. A decision regarding the installation of the Human Resources Program in TSS will be made next week.

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9. The Chief, Orientation and Indoctrination Division, addressed the Command and Staff School at Maxwell Air Force Base, Alabama, on Friday, 6 February.

10. On Wednesday, 11 February, a special VIP briefing was given to Brigadier General John M. Willems, Deputy G-2.

11. Arrangements have been completed with the Chief, Office of [] for the procurement of [] to the Agency. These aids have been procured for the Specialized [] Course and the [] Training Course.

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13. As of 13 February 1953, 245 CIA personnel are enrolled in TR(S) training courses, 876 in TR(O) courses (including 532 attending the Ninth Orientation Course), and 194 in external training, making a total of 1315 in training programs under the jurisdiction of OTR as a whole.

SIGNED

MATTHEW BAIRD

MB:mf

cc: DD/P
DD/I
AD(Cosmo)

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